

Dear Parents:

Thank you for considering the Fruita Community Center for your recreational needs. DinoMites Summer Camp and Non-School Days have finally made their mark in the City of Fruita. Most **Summer Camp** sessions will take place at Shelledy Elementary, however, some days will also be held at the Fruita Community Center. **Non-School Days** will only be held at the Fruita Community Center. With so many working parents, we wanted to provide a safe place that children can go during the summer, and days off during the school year, to keep learning and engaging in new experiences. We hope these programs will benefit your children by providing a social environment that promotes learning, fun and physical activity. Our staff will be fully qualified with previous training and experience and eager and willing to work with your children.

The parent handbook provides the policies and procedures for the City of Fruita DinoMites programs. This document will answer many questions that parents and guardians request. Please review it carefully. The parent handbook also contains all the information needed for registration. We understand this is a lengthy process, but please read each document in its entirety.

DinoMites Summer Camp will charge \$125 per child for a Monday – Friday session from 8:30am to 4:30pm. **Your child may be dropped off as early as 7:30am and picked up as late as 5:30pm. Please indicate drop off and pick up times to staff. Enrollment is for the entire week, daily enrollment is NOT available for summer.** Non-School Days will charge \$30 per day if you register in advance and \$40 for drop in. 2 days before each Non-School Day, if there are not 5 children enrolled, the class will be canceled. This is for staffing purposes. Keep this in mind if you are expecting to drop in. Hours for Non-School Days are the same as Summer Camp. **DinoMites Summer Camp and Non-School Days are for children who are 5 to 10 years of age, and class size is limited.** Activities are geared more towards the younger ages simply because our records show that age group as most common.

**Wednesdays will be field trip days and Tuesdays and Thursdays will be swim days.** All other days, activities will take place at Shelledy Elementary, the Fruita Community Center or within walking distance of both locations. You will have the opportunity to authorize each of these activities. The Monday of each camp session, parents/guardians can pick up a brief agenda for the week outlining where your child will be each day and what types of activities they will be engaging in.

**Please make sure your child wears the proper clothing (this includes tennis shoes) and brings a nutritious a.m. snack, water and lunch each day. Also, please bring a towel and swimsuit on Tuesdays and Thursdays for Summer Camp and EVERY DAY for Non-School Days.** For more information please see the policies and procedures.

We look forward to working with your children! For more information or questions, please call **970-858-0360 X6407** or visit us at **324 N Coulson**.

Sincerely,

*Brittany Kline*

Brittany Kline  
Youth Activities Supervisor  
DinoMites Camp Director

**Parent Handbook**  
**City of Fruita Activities Policies and Procedures Manual**

In compliance with the “Rules Regulating School-Age Child Care Centers” as published by The Division of Childcare, The Colorado Department of Human Services.

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**Section1: Administration Policies and Procedures**

1-1 The center’s purpose and its philosophy on childcare

Purpose:

DinoMites purpose is to provide a safe, healthy and fun recreational experience for children. Working parents can feel confident that children are occupied by supervised activities in a relaxed setting. DinoMites Staff will create and maintain a socially and emotionally respectful environment by ensuring that all children are following camp rules. These rules include listening to the teacher, treating each other with respect, keeping their hands to themselves, being kind, listening to instruction when told 1,2,3 eyes on me or put a bubble in your mouth. These rules include the staff treating all children equally and fairly but also keeping in mind that each child may have a different learning strategy which will require staff to tailor directions differently. This does mean that all children will follow a behavior plan.

Goals and Objectives:

DinoMites camp will provide children with unique enrichment, learning, and recreational activities that foster each child’s intellectual, social, emotional, and physical well-being.

**Section1: Administration Policies and Procedures**

1-2 Ages of children accepted

Children ages 5 to 10 years old. Your child must be toilet trained, able to feed self, and able to behave appropriately in group situations. If your child does not meet these requirements, participation will not be permitted. Any issues with these requirements during camp will result in removal from the program. If your child has a food allergy, they need to provide all snacks on their own.

**Section1: Administration Policies and Procedures**

1-3 Services offered for special needs children in compliance with the Americans with Disabilities Act

The City of Fruita and The Fruita Community Center does not discriminate against persons with disabilities; people with disabilities will be provided with the same opportunities to participate in programming as long as the program has the necessary tools to do so. The City of Fruita offers accessible accommodations to patrons with ADA requirements. However, the City of Fruita cannot make fundamental alterations to the DinoMites program to accommodate children. The City of Fruita will provide services necessary for effective communication with children with disabilities. Program facilities will be accessible for persons with disabilities. Each child with a disability who wants to enter the program will be provided with an individual assessment. During that assessment, representatives from the City of Fruita will meet with the child’s guardians to identify the needs of the child and ways those needs can be met. As long as meeting those needs does not fundamentally alter the program, the child will be admitted. The City of Fruita is not able to hire a staff member for a child who needs a one to one ratio for care. Children who pose a direct threat to the health and/or safety others will not be

allowed to participate in programs and services offered by the City of Fruita. This includes children who are not toilet trained, cannot feed self and are not able to behave appropriately in group situations. Failure to provide accurate information regarding any special needs may result in removal from the DinoMites program.

**Section1: Administration Policies and Procedures**

1-4 Hours and dates when the center is in operation, specific hours during which special activities are offered, holidays when the center is closed

DinoMites Summer Camp and DinoMites Days Off hours are 8:30am-4:30pm with early drop-off from 7:30am-8:30am and late pick-up from 4:30pm-5:30pm.

Below is a **GENERAL** schedule for summertime so parents can get an idea of where their children will be. This is subject to change daily. The last 2 weeks of camp are held at the Fruita Community Center, so the schedule will differ.

**Monday/Tuesday** - activities and games

**Wednesday** – swimming

**Thursday** – Vans will leave at 9:30am to go on specified field trip locations, as well as Canyon View Park. Vans return around 2pm.

**Friday** – outdoor pool day

\* Teachers may take kids on hikes near their location, such as to Little Salt Wash, Circle Park, dinosaur museum, downtown Fruita etc. Please understand that your children may engage in these activities that are within walking distance. Teachers will be fully prepared with all required materials needed to make these journeys. Any time DinoMites has left Shelledy (or the Fruita Community Center), there will be a sign posted on the door with the location of your children.

**Section1: Administration Policies and Procedures**

1-5 Procedure concerning admission and registration of children

Each family must complete a registration packet of documents required by the State of Colorado for the child(ren) attending DinoMites. At the beginning of each summer, new registration packets will need to be filled out for the year. Registration materials are available at the front desk of the Fruita Community Center and at [fruita.org/parksrec](http://fruita.org/parksrec). If a child arrives without all the required forms being completed, he/she will not be allowed to attend. Completed files will be kept on site at all times during the program operation. This means, wherever your child goes, their paperwork is with them. A copy will also be kept at the Fruita Community Center. **Failure to provide accurate information regarding any special needs may result in removal from the DinoMites program.**

Required registration forms include: program enrollment form, statement of health status form, authorization for emergency medical care form, medication admin form, behavior contract form and permission/authorization form/liability waiver.

Parents/guardians will be given a copy of City of Fruita's Parent Handbook (this document), outlining policies and procedures upon their child's registration. **You must bring in an approved form of immunization from your child's doctor or school.**

**Section1: Administration Policies and Procedures**

1-6 Itemized fee schedule

Each weeklong session requires a \$125 entry fee due at time of registration. Each Non-School Day requires a \$30 pre-registration fee or a \$40 drop in fee. This covers the cost of supplies, transportation, snacks, and entry fee for the field trip.

**Section1: Administration Policies and Procedures**

1-7 Policy regarding the childcare facilities' responsibility to notify parents or guardians when the program will no longer be able to serve children

Failure to provide accurate information regarding any special needs may result in removal from the DinoMites program. Any issues with these requirements during camp will result in removal from the program. DinoMites will make all efforts to communicate with parents/guardians prior to a child's discharge from the program. Parents will be reminded that children over 10 will no longer be eligible for DinoMites Summer Camp and Days Off.

If a child exhibits significant behavior problems, the community center camp director, and leaders will discuss the issue with the child's parents/guardians. A behavior plan will be established. If the behavior persists and the child must be discharged from the program, the parent/guardian will be notified in writing and verbally.

Parents/guardians who do not pay during time of registration will be informed that their child(ren) will not be allowed to attend the program.

**Section1: Administration Policies and Procedures**

1-8 Policy regarding the parent's or guardian's responsibility to notify the childcare program when parents or guardians withdraw their child(ren) from the program

DinoMites requests that parents/guardians notify the camp director or front desk when their child(ren) will no longer be attending the program. No refunds will be given.

**Section 2: Program Policies and Procedures**

2-1 Procedure for identifying where children are at all times

Upon arrival to the program (Shelledy Elementary or Fruita Community Center), children must be signed in by only those who are authorized on the registration form and receive their name tag from the instructor. (This may include allowing the child to sign in/out themselves.) Roll will be called throughout the day to ensure that all children are present including before and after the program. During field trips/excursions, roll will be called before leaving, while in transit, and after arrival to each destination. Children must

get permission from the instructors to leave the room or the group to go to the bathroom, get a drink etc. Children must also be signed out at the end of the day by only those who are authorized on the registration form. The child sign in/out sheet will be kept with the registration packets in a box that travels with the teacher wherever they go. This box will also have any medicine, first aid, and sunscreen.

## **Section 2: Program Policies and Procedures**

### **2-2 Discipline policy**

All staff will be trained to address any inappropriate behavior of a child, such as name-calling, not following directions, and/or physical aggression. Methods of discipline such as diversion, separation from the problem situation, discussion with the child, and praise for appropriate behavior will be applied. Separation, when used, will be appropriate to the child's age and circumstances. Any child in separation will be in full view of a staff member at all times. Children will not be allowed to address any behavior situation concerning their peers. Staff will assume full responsibility in this situation. Children will be treated fairly and with respect. No child, regardless of circumstance or situation, will be humiliated, harassed or subjected to any physical or emotional harm. Corrective behavior methods will assume a positive, healthy approach and will not be associated with food, rest or toileting in any way. Creative resolution will consistently be the goal in all situations. A behavior contract must be reviewed and signed by both parent and child and kept on file. Behavioral situations and consequences will be discussed with parents immediately by camp director. Open communication will be maintained at all times to establish a supportive rapport and possible solutions. The **three-strike rule** will be imposed for continued negative behavior and children will be **removed** from the program for an established period of time when necessary. Each incident will be reported and written up accordingly in the discipline log and on the discipline report letter to parents. Also, a discussion with the parents and Camp Director will occur with each discipline report letter. Upon a **fourth strike** the child will be removed from the program entirely and no refund will be issued. This decision will only be made following careful discussion between parents and the camp director and leaders. The discussion between camp director and parents will also include the option of access to an early childhood mental health consultant or other specialist if needed. The camp director will give the contact information for this person to the parents if deemed it is needed and parents request the information.

## **Section 2: Program Policies and Procedures**

### **2-3 Policy concerning meals and snacks**

Children will be given enough time to eat and drink throughout the day. **Children will be responsible for bringing a nutritious a.m. snack and lunch every day.** Snack and lunch must meet one third of the child's daily nutritional needs, if not, DinoMites will provide what is needed. DinoMites will provide the p.m. snack. Water will be available throughout the day, but you **must provide a water bottle each day.** Children will be required to wash their hands prior to each snack and meal. If a child comes to the program without a lunch, DinoMites will provide the child with a nutritionally balanced

lunch; however, the parent will be responsible for a **5 dollar fee to cover the cost.** When the child's parent/guardian picks the child up, a staff member will talk to the parent about ensuring the child comes to the program with adequate food for an active day. **If your child has a food allergy, they are responsible for bringing both a.m. and p.m. snack.**

## **Section 2: Program Policies and Procedures**

### 2-4 Procedure concerning children's personal belongings and money

DinoMites is recreational in nature and will require proper clothing and footwear. Participants will be expected to wear sturdy tennis shoes or hiking boots daily, a shirt that may be damaged and a warm jacket or sweatshirt. **Children should bring a swimsuit and towel every swim day during summer and every day during No School Days.** Hats are recommended, sunscreen of at least SPF 30 is required. **City of Fruita staff will provide and apply Rocky Mountain Sunscreen Lotion SPF 50 daily. If parent does not agree to this, you have the option on the registration forms to explain how you will provide sunscreen for your child.** Personal toys, video games, items of value, candy, weapons, and fireworks are not permitted. DinoMites will not be responsible for lost items. It is suggested that all of a child's belongings be clearly marked. It is the parent/guardian's responsibility to make sure their child is leaving with everything he/she brought. Money is permitted on field trip days if the child would like to make extra purchases. Money may also be requested on days the teachers would like to go to the Snow Shack.

## **Section 2: Program Policies and Procedures**

### 2-5 Policy regarding visitors to the center

DinoMites requests that visitors do not visit children during camp hours unless otherwise discussed. Parents have the right to visit children at any time, however we ask that you do not interfere with the daily activities in any way. This includes not meeting up with your child at field trip sites, unless there is an emergency.

## **Section 2: Program Policies and Procedures**

### 2-6 Procedure for releasing children from the center only to persons for whom the center has written authorization

Parents or other authorized persons are responsible for signing their child(ren) in and out of the program at the beginning and end of each day at Shelledy or the Fruita Community Center (depending on the week). Children will be released only to those authorized by the parent/guardian on the registration form. It is the parent's responsibility to notify DinoMites staff of any changes to authorization. Those picking up children should be prepared to show identification to staff members upon request. No child will be released to anyone who is not authorized to pick up that child. If an attempt is made to pick up child by someone not authorized, staff will call parent/guardian for verification. If parent/guardian cannot be contacted an emergency contact will be notified. If neither party can be reached, staff will keep the child until the issue is resolved. If for some reason the parent/guardian cannot pick up their child, a written permission slip must be given to staff indicating that someone else will be dropping off/picking up that child for the day. City of Fruita staff has been instructed to notify police of any parent/guardian suspected to be picking up children while under the influence of drugs or alcohol.

**All field trips will take place during the day. This means parents will be signing their children in/out at the beginning and end of each day at Shelledy Elementary (or the Fruita Community Center). If the van has already left, it is the parent's responsibility to get their child to the field trip location. Van will leave at 10am each field trip day.**

**Section 2: Program Policies and Procedures**

2-7 Procedures followed when a child is picked up from the center after the closing hours of the center or not picked up at all, and the procedures to ensure that all children are picked up before the staff leave for the day

Hours for DinoMites end at 5:30pm; all children must be picked up by then, and absolutely no later than 5:45pm. If a parent/guardian has not arrived by 6:00pm, a staff will call the parent/guardian. If the staff is unable to contact the parent/guardian, the staff will then call people listed under "Emergency Contacts" in the child's file to arrange for the child to be picked up. Staff and children can only stay at the facility until the facility closes for the day. If the staff is unable to contact any parent, guardian, or emergency contact by closing facility hours, the staff will contact local police and the Fruita Community Center. The staff will remain with the child until the child is safely discharged to a parent/guardian, emergency contact or local police/child welfare representative.

**Section 3: Safety Management Policies and Procedures**

3-1 Policy regarding severe weather

Colorado weather can change rapidly and without warning. For field trips and outside activities, children will be expected to bring appropriate clothing and water. Clothing includes close toed shoes, a jacket, and a damageable shirt. A hat is suggested. All children must have at least one full water bottle per activity. Field trips and outdoor activities may be cancelled or shortened due to weather. Staff will make the decision based on keeping the group safe. Staff will carry additional water, first aid kits, sunscreen, and a cell phone in case of emergency. If thunderstorms, lightning, or extreme heat are of concern, outdoor activities will be postponed.

**Section 3: Safety Management Policies and Procedures**

3-2 Procedure for transporting children, including transportation arrangements and parental permission for excursions and related activities

Parental Permission for excursion and related activities is required. Parents/guardians can choose to give permission for transportation, participation in activities, applying sunscreen and bug spray, emergency medical care, administering medication, and attending field trips on the "Permission and Authorization Form" found in the Program Enrollment Packet. This packet must be completed prior to a child attending the program. Parents/guardians will be provided with a list of all proposed activities. Parents may waive their child's participation in any activity that doesn't meet their approval. DinoMites **will not**, however, be able to accommodate children who cannot participate

in a field trip. This requires a parent/guardian to make prior arrangements. **DinoMites**

**reserves the right to cancel any field trip that is not fully enrolled or adequately staffed.**

On the “Permission and Authorization Form” Parents/guardians must also provide permission for all transportation services of their child. Transportation includes whether the child(ren) can walk, ride a bicycle, or travel in a car. Children who self-transport to or from the program site are expected to arrive and leave on time. Children who do not arrive on time may not be able to participate in the program that day.

Transportation requirements during program hours: Liability insurance information must be obtained from all staff and/or parents who transport children during program hours. All drivers will be properly certified to operate vehicles.

### **Section 3: Safety Management Policies and Procedures**

3-3 Written policy and procedure governing field trips, television and video viewing, and special activities including the staff’s responsibility for the supervision of children

1. Field Trips – Field trips will be listed on the weekly itineraries sent home to parents/guardians. Program staff will carry all relevant information pertaining to each child on all field trips. Certified First Aid kits will also be in staff possession. During swimming activities, a swimming supervisor with a current American Red Cross Lifeguard Training Certificate will be present. DinoMites reserves the right to cancel any field trip that is not fully enrolled or adequately staffed. Extra children coming late to the program could require additional staff or transportation that will not be available.
2. Television and video viewing – Parents/guardians are able to give permission for their child(ren) to watch either “G” or “PG” rated movies on the “Permission and Authorization Form” found in the Program Enrollment Packet. If a parent/guardian does not want their child(ren) to watch movies, the child can read or play in an adjacent room. Staff will supervise each group. No television programs are shown.
3. Staff Supervision – Staff are responsible to visually supervise all children present at all times. DinoMites strives to hire highly qualified, well-trained staff. All staff meet the requirements set forth by the CO Department of Human Services, including successfully completing a background investigation. Staff members participate in 15 hours of planned training and education to further their skills in child development and recreation. All program staff have CPR/First Aid training, universal precautions training and medication administration training.

### **Section 3: Safety Management Policies and Procedures**

3-4 Policy on children’s safety related to riding in a vehicle, seating, supervision, and emergency procedures on the road

DinoMites staff members and Director Brittany Kline will be transporting children via the school district bus. All drivers are properly certified and qualified to operate the vehicle transporting children. Roll call will be taken as the children get on, during and off the bus to ensure all children are present. All children will be required to wear seat belts,

when available, at all times. While in motion, children will be required to remain seated and quiet. Staff will supervise the children to ensure proper behavior. If an emergency occurs on the road, the driver will pull the vehicle off the road to a safe place. The driver will then call for assistance using a cell phone and set up hazard sign in front, behind, and to the side of the vehicle. Depending on the safety of the situation, children may remain in the vehicle or be required to exit the vehicle.

**Section 3: Safety Management Policies and Procedures**

3-5 Procedures for handling lost children and other emergencies at all times, including during field trips

Parents/guardians must provide written authorization for emergency medical care and all pertinent information regarding emergency parent/guardian contact. In cases of emergency, staff will immediately call 911 and then parents/guardians next. In cases in need of nonemergency care, all children will be taken to either Family Health West in Fruita or St. Mary's Hospital in Grand Junction. In the event of a lost child, all involved staff will be contacted immediately as well as the Fruita Community Center and licensing specialist. Additional staff members will be provided to search for the lost child. The child's parents/guardians and appropriate authorities will be notified when necessary. In the case of a natural disaster, the established plan of action will be taken which includes prompt notification of parents/guardians, the main facility and local authorities. Emergency transportation will be provided as available.

**Section 3: Safety Management Policies and Procedures**

3-6 Procedure for caring for children who arrive late to the center and their class/group is away from the center on a field trip or excursion

A daily itinerary will be available on site on Monday of each week at Shelledy (or the Fruita Community Center). There will be a sign on the door if camp has left the facility. Parent/guardian will be required to deliver their child(ren) to the offsite activity if they arrive after the group has left the facility. Upon arrival to the appropriate activity, the child must be signed in and only left if in the company of the camp director or leader. Parents/guardians are encouraged to call if their child(ren) will be late to notify the camp director.

**Section 4: Reporting Policies**

4-1 Procedure for filing a complaint about childcare (see 7.701.5, General Rules for Child Care Facilities)

If a parent, guardian, or employee has a concern regarding childcare, they are first encouraged to bring that concern, in person or in writing, to the Camp Director Brittany Kline. She can be reached at 970-858-0360. Action will be taken to resolve the issue. If a parent/guardian would rather not follow the previous procedure, a complaint may be filed at any time by contacting the Colorado Office of Early Childhood, Division of Early Care and Learning, Child Care Licensing and Administration. They can be

contacted via telephone at: (303) 866-5958 or via mail at: 1575 Sherman St, Denver, CO 80203.

**Section 4: Reporting Policies**

4-2 Policy regarding the reporting of child abuse (see 7.701.5, General Rules for Child Care Facilities)

Pursuant to Colorado state law, all staff members of the City of Fruita DinoMites program will be required to read and sign a statement clearly defining child abuse and neglect and outlining the staff member's responsibility to report all incidents of child abuse or neglect. Any staff member suspecting a child has been subjected to child abuse or neglect or who has witnessed a child being subjected to abuse or neglect must immediately report the incident to Mesa County Department of Social Services or local law enforcement.

**Section 5: First Aid, Illness, Medication, and Emergency Policies and**

**Procedures** 5-1 Procedure, including notification of parents or guardians, for handling children's illnesses, accidents, and injuries

Health records are required and kept in each child's file. All known information about drug reactions, allergies, medications and special diets or conditions must be included. Immunization records must be provided to be kept in child's file.

Children must be healthy enough to participate in the program's daily routine. Shelledy and the Fruita Community Center do not have the facilities to care for sick children and therefore do not allow them to attend the program. If a child becomes ill while in the program, the parent/guardian will be required to pick up their child as soon as possible. The parent/guardian will be notified as to where exactly they need to pick up their child. The child will be placed in an appropriate rest area until a parent/guardian arrives.

All DinoMites staff must become CPR/First Aid certified. Approved first aid kits are kept at each site and taken on all off-site activities. If a child becomes injured or there is an accident, staff will first assess the situation. If the accident or injury is minor (a scrape or a bruise), the staff member will apply first aid as necessary. If staff have any questions about the severity of the accident or injury, the child will be taken to Family Health West or St. Mary's Hospital and the parent/guardian will be contacted.

In cases of serious accidents or injuries, staff will immediately call 911, contact the parent/guardian, and call the Fruita Community Center and camp director. Parents must provide written authorization for emergency medical care and all pertinent information regarding emergency parent/guardian contact.

For all major incidents, an Incident Report will be completed and turned into the Facility Manager and Director. These reports will be faxed to the Colorado Department of Human Services, as necessary. All reports will be completed and turned into the necessary individuals/departments within 24 hours.

**Section 5: First Aid, Illness, Medication, and Emergency Policies and Procedures** 5-2 Procedure for administering children's medicines and delegation of medication administration in compliance with Section 12-38-132, C.R.S., of the "Nurse Practice Act"

Medication Administration: The RN consultant will delegate and supervise the task of medication administration only to those staff members who have completed a state approved Medication Administration Training. Because the administration of medication requires extra staff time and safety considerations, parents should check with their health care provider to see if a dosage schedule can be arranged that does not involve the hours the child is at DinoMites.

The following requirements must be met before administering medications:

- Written authorization from the Health Care Provider
- Parent written authorization
- Medication in the original labeled container
- Proper care and storage of medication
- Documentation of medication administration

Nebulized medications and emergency injections (such as an Epi-Pen) require a written health care plan or instruction completed by the RN consultant and/or the child's health care provider.

Parents/guardians are responsible for providing all medications and supplies to the City of Fruita. In most situations, children should not transport medications to and from the program site. Special arrangements may be considered with written authorization.

Program staff may not deviate from the written authorization from the Health Care Provider. Program staff must count and record the quantity of controlled substances received from the parent, in the presence of the parent.

Documentation: Any medications routinely administered are documented in the Medication Log by the person administering the medication.

Disposal: Medications that have expired will be returned to the parent/guardian. If the medicine has not been picked up within one week of the date of the request, then medication will be disposed of by a trained medication administration person of the RN according to established procedures.

Care and Storage: Medications administered at any City of Fruita Program are stored in a secure, locked, clean container. Medications that require refrigeration are stored in a leak proof container in a designated area of the refrigerator separated from food.

Medication Incidents: A medication incident is any situation that involves any of the following:

- Forgetting to give a dose of medication

- Giving the wrong dose
- Giving the medication at the wrong time
- Giving the wrong medication
- Giving the medication to the wrong child
- Giving the medication by the wrong route
- Forgetting to document the medication

Medication incidents are documented on the Medication Incident Report and reported to the RN nurse consultant, child's parents, DinoMites Director, and health care provider. Medication incidents that involve medication given to the wrong child or an overdose of medication require consulting with Poison Control and a critical incident report: 800-222-1222.

## **Section 6: Special Activities Policies and Procedures**

### **6-1 General Special Activity Policies and Procedures**

All staff members leading special activities will have verified documented experience with that activity, as well as a minimum of CPR and First Aid training. First Aid supplies will be present during all special activities. Staff to child ratios will be followed at all times. (1:15) Parents/guardians will have the opportunity to request that their child(ren) do not participate in special activities; however, we may not be able to accommodate children who are unable to participate in the activity. This means parent/guardian must make other arrangements if they do not want their child participating in an offsite field trip. During swim days, if child is not permitted to participate and if other arrangements are not made, child will sit on deck and watch. Parents will be required to sign a waiver for activities that present risk.

## **Section 6: Special Activities Policies and Procedures**

### **6-2 Swimming Procedures**

- There will be a swimming supervisor who, as a minimum, holds a current Red Cross life-guard training certificate on duty at all times.
- Camp directors and leaders will always be present during swim sessions.
- Swimming area rules and emergency procedures will be posted in a visible location at the swimming area.
- The swimming pool will meet the standards of the Colorado Department of Public Health.
- Before children are permitted to swim in deep water, swimming skills will be tested by properly trained staff members.
- Children will always be in supervision of a camp director or leader at all times. During this time, the camp director or leader will be in charge of continually taking a mental note of where each child is. If the child needs to use the bathroom or get water, they must alert the camp director or leader.
- There will be the following equipment available for use at the pool in case of an emergency: a rescue tube, a reach pole, and a backboard.

I have received a copy of the City Of Fruita DinoMites Parent Handbook. I understand I am to become familiar with the contents of the Handbook as it outlines my responsibilities, as well as DinoMites guidelines. If I have questions, I understand that I should discuss these questions/concerns with the DinoMites Camp Director.

\_\_\_\_\_ Parent Signature